MABLETHORPE AND SUTTON TOWN COUNCIL

MINUTES OF A MEETING OF THE ADMINISTRATION COMMITTEE

Held on 15th June 2015

Present: Cllr Mrs J Taylor (in the Chair)

J Carter	G Cullen	R Hansford
A Howard	T Mee	D Mellor
S Palmer	Ms H Parkhurst	K Pinion

Absent: Cllr B Dobbs, C Tebbutt

In attendance: Cllrs T Brown (part) Mrs J Cook, R Dawes, Mrs M Morgan, D Morling, Mrs D Russell, C Sweeney.
Mr S Fletcher (Town Clerk)
3 members of the public

1. **TO APPOINT A CHAIRMAN FOR THE FORTHCOMING CIVIC YEAR**

It was proposed, seconded and
Resolved: that Cllr Mrs J Taylor be appointed Chairman for the forthcoming civic year.

2. **TO APPOINT A VICE-CHAIRMAN FOR THE FORTHCOMING CIVIC YEAR**

It was proposed, seconded and
Resolved: that Cllr K Pinion be appointed Vice-Chairman for the forthcoming civic year.

Note: Prior to to agenda item 3, it was proposed, seconded and
Resolved: That agenda item 6 be brought forward in order fill the two vacant seats on the committee

3. **TO RATIFY THE CO-OPTION OF TWO MEMBERS TO FILL THE TWO VACANT SEATS ON THE COMMITTEE**

It was proposed, seconded and
Resolved : That Cllrs J Carter and R Hansford be co-opted to fill the two vacant seats on the Administration Committee.

4. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 – BEING ANY PECUNIARY OR NON-PECUNIARY INTEREST IN AGENDA ITEMS NOT PREVIOUSLY RECORDED ON MEMBERS' REGISTER OF INTERESTS**

Cllr G Cullen declared a non-pecuniary interest in agenda item 7 as a member of MAP CIC.

Cllr A Howard declared a non-pecuniary interest in agenda item 9 as previous discussion on this item had taken place with the Boatshed Charity, and agenda item 7 as business accounts held with the Post Office and Canon.

Cllr Ms H Parkhurst declared a non-pecuniary interest in agenda item 9 as previous discussion on this item had taken place with the Environment Agency, and agenda item 7 as a relative is the vice-chairman of MAP CIC.
Cllr K Pinion declared a non-pecuniary interest in agenda item 7 as a member of Mablethorpe Community Hall committee.

Cllr Mrs J Taylor declared a non-pecuniary agenda item 7 as a member of the Enterprise Hall committee.

5. **TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING HELD ON 16TH MARCH 2015 AND AUTHORISE THE CHAIRMAN TO SIGN THE OFFICIAL MINUTES**

It was proposed, seconded and
Resolved: That the official minutes of the meeting held on 16th March 2015 be approved as a correct record and signed by the Chairman.

6. **CLERK'S REPORT AND UPDATE FROM PREVIOUS MEETINGS**

a) Full expenditure / income quarterly report as part of the meeting

b) Following a review of meeting room layout it was advised that, due to the furniture and room restrictions, it was not possible for the layout to be accommodated as per Cllr S Palmer's request.

c) The Town Clerk advised that he had submitted two modules of the course he was studying to attain the Certificate in Higher Community Governance, with results due to be circulated within 5 weeks.

d) He further advised that he was also studying to attain the newly launched CiLCA 2015 qualification.

e) Members were advised that the Mayors Charity appeal for 2015/16 had raised a total of £1,860.12 to be distributed as follows:

Civic Service Collection (£253.83 divided 3 ways):

St Mary's Church	£ 84.61
The Boatshed Charity	£ 803.14 £ 84.61
East Lindsey Community Larder	£ 803.14 £ 84.61

7. **TO RECEIVE MEMBER ATTENDANCE RECORDS FOR 2014/15**

This item was for information only (previously distributed with the Town Clerk's Annual Report). Further copies of the attendance record and Annual Report were circulated by the Town Clerk. Members noted the foregoing.

8. **TO RECEIVE AN UPDATE ON RECENT INCOME/EXPENDITURE**

The quarterly income / expenditure report was circulated and questions invited.

Cllr A Howard clarified the Town Council's position with regard to the transfer of £5000 in respect of late receipt of the precept payment from ELDC.

The Town Clerk advised that the same issue had occurred in 2014/15, as had previously been reported.

Cllr Howard commended the Town Clerk and Town Council's implementation of its Financial Reserves Policy.

9. **OFFER TO PURCHASE A 1905 RNLI LIFEBOAT FOR RESTORATION AND DISPLAY**

An approach had been made to the Town Council to purchase a 1905 RNLI lifeboat for restoration at a cost of c.£2,300 with substantial restoration costs in addition. Members were asked to consider their response to this offer.

The Town Clerk advised of the initial approach made by the current owner, and identified a stipulation from the vendor in respect of renovations with costs expected to be around £20,000.

It was proposed, seconded and
Resolved: That the Town Council is not in a position to purchase, renovate or store the lifeboat but would support any group within the parish who had the ambition to restore and exhibit in the future.

10. **ANY OTHER MATTERS FOR NOTING OR INCLUSION IN NEXT AGENDA**

Questions were asked in relation to the Star Council Awards and training.

The Town Clerk gave advice in respect of the Star Council Awards and noted that he would nominate LALC in view of their training project.

The Town Clerk also updated Members present on training, advising that the Council has resolved to achieve the Gold Award, and as part of this commitment, training for staff and all Councillors is part of the Gold Award criteria. All Members have a copy of the latest LALC news giving dates of training with costs being included in the LALC subscription. The Town Clerk also advised that travel expenses were reclaimable and that the Council encourages car sharing for attendance at such events.

The meeting closed at 7.47 p.m.